



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**\*REVISED 09-28-2016**

**"Jefferson County: Responsible government  
advancing quality of life"**

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

## MEMORANDUM

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** September 21, 2016

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of September 26, 2016

<b>September 26, 2016 Monday</b>	Planning and Zoning Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Wisconsin Counties Association (WCA) Annual Conference	10:00 a.m.	Wisconsin Center 400 W. Wisconsin Ave, Milwaukee
<b>September 27, 2016 Tuesday</b>	Wisconsin Counties Association (WCA) Annual Conference	8:30 a.m.	Wisconsin Center 400 W. Wisconsin Ave, Milwaukee
<b>September 28, 2016 Wednesday</b>	Administration and Rules Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	Criminal Justice Collaborating Committee (CJCC)	12:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
<b>September 29, 2016 Thursday</b>	<b>*Jefferson County Council of Local Government (Agenda Revised)</b>	<b>5:30 p.m.</b>	<b>Fair Park 503 N. Jackson Ave, Jefferson</b>
<b>September 30, 2016 Friday</b>	No Scheduled County Meetings		
<b>October 1, 2016 Saturday</b>	No Scheduled County Meetings		
<b>October 2, 2016 Sunday</b>	No Scheduled County Meetings		

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**DECISION MEETING**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:30 A.M. ON MONDAY, SEPTEMBER 26, 2016**

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the Agenda
5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of August 29, September 12 and September 15, 2016 Committee Minutes
7. Communications
8. August Monthly Financial Report for Land Information Office – Andy Erdman
9. September Monthly Financial Report for Zoning – Rob Klotz
10. Final Subdivision Plat Review for Shorewood Hills Northwest
11. Review and Possible Decision on Modification to CU456-91 for Reduction on Unit 7, PIN 022-0613-0742-067 in the Town of Oakland to Go from Six Units to Two Units
12. Discussion and Possible Action on Petition R3914A-16 for Wilbur Miller on PIN 008-0715-0222-002, Presented in Public Hearing on August 18 and Postponed by the Committee on August 29, 2016
13. Discussion and Possible Action on Petitions Presented in Public Hearing on September 15, 2016:

**R3921A-16 & CU1888-16 – Valley View Recreation Club Inc:** Rezone PINs 022-0613-3024-000 (32 Ac), 022-0613-3013-001 (4.8 Ac), 022-0613-3021-002 (15.435 Ac) and 022-0613-3031-000 (2.1 Ac) with conditional use to sanction the existing campground and allow for associated activities under storage of non-farm equipment, public & semi-public uses, tourist rooming house, recreational facility related to open space uses, recreation facility, conference center, banquet hall and event facility. The site is in the Town of Oakland at **N3080 East Rockdale Rd.**

**R3822A-16 – George Sayre:** Rezone to allow for the creation of a 1.9-ac lot around the home at **W6892 County Road J** in the Town of Jefferson from PIN 014-0614-1732-000 (36.6 Ac) and 014-0614-1733-000 (39.4 Ac).

**R3823A-16 – Michael Wells/Raymond & Lucille Wells Trust Property:** Create a 1.2-ac lot around the home at **W7602 Island Church Rd** from PIN 030-0813-1333-000 (39.229 Ac) and a 5.8-acre lot around the farm buildings across the road on PIN 030-0813-2422-000 (40 Ac). The site is in the Town of Waterloo.

**R3824A-16 – Michael Burow:** Create a 1.2-ac building site on **Riess Rd** in the Town of Aztalan from part of PIN 002-0714-2733-003 (5.431 Ac).

**R3825A-16 – Carol Gross:** Rezone to create a 1-ac building site on **Popp Rd** from part of PIN 002-0714-2842-000 (16.113 Ac) in the Town of Aztalan.

**R3826A-16 & R3827A-16 – Michael Burow & Carol Gross:** Create a 1.8-ac building site on Riess Rd, a 4-ac A-3 zone around the home at **W6064 Riess Rd** and a 5.6-ac Natural Resource zoned lot adjacent, all from PIN 002-0714-2733-000 (46.3 Ac) in the Town of Aztalan.

**R3828A-16 - Dennis Jones/Jerry Brokl & Dennis Jones Property:** Rezone 10 ac of PIN 016-0514-0232-000 (40 Ac) for transfer of ownership. The site is in the Town of Koshkonong on **Bark River Rd.**

**CU1889-16 – Emmanuel Valadez/Steve & Theresa Schluter Property:** CU to allow for an extensive on-site storage structure in a Community zone on PIN 004-0515-1921-001 (5.445 Ac). The property is along **County Road N** in the Town of Cold Spring.

**CU1890-16 – Emmanuel Valadez/Steve & Theresa Schluter Property:** CU to allow for applicant's semi-truck storage, repair and maintenance on **County Road N** in the Town of Cold Spring from part of PIN 004-0515-1921-001 (5.445 Ac). The property is zoned Community.

**CU1891-16 – Daniel Dudley:** CU for an extensive on-site storage structure in a Residential R-1 zone at **N4047 Marina Ln**, Town of Oakland, on PIN 022-0613-1811-025 (1.46 ac).

**CU1892-16 – Ryan Dehnert/B2B Lawns LLC Property:** Conditional use to allow retailing that is freestanding in an Industrial zone at **N8656 Jefferson Rd**, Town of Watertown on PIN 032-0815-1731-002 (1.43 Ac).

**14. Possible Future Agenda Items**

**15. Upcoming Meeting Dates**

**October 17, 8:00 a.m. – Site Inspections Beginning Courthouse Room 203**  
**October 20, 7:00 p.m. – Public Hearing in Courthouse Room 205**  
**October 24, 8:30 a.m. – Decision Meeting in Courthouse Room 203**  
**November 14, 8:00 a.m. – Site Inspections Beginning Courthouse Room 203**  
**November 17, 7:00 p.m. – Public Hearing in Courthouse Room 205**  
**November 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**16. Adjourn**

**If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov).**

*A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.**

*A digital recording of the meeting will be available in the Zoning Department upon request.*



# 2016 WCA ANNUAL CONFERENCE

Milwaukee, Wisconsin

**SEPTEMBER 25-27, 2016**

Milwaukee County ♦ Milwaukee, Wisconsin  
Wisconsin Center and Hilton Milwaukee City Center

## TENTATIVE AGENDA

### SUNDAY

9-25-16

**TIME  
CHANGE** 

11:30 a.m.-7:00 p.m.  
11:30 a.m.-5:30 p.m.  
3:00-3:30 p.m.  
3:30-5:30 p.m.  
Evening

Registration  
Networking Session  
Credentials Pick-up for Business Meeting  
2016 WCA Annual Business Meeting  
Dinner on Your Own (See the Milwaukee restaurant flyer at the WCA registration table or VISIT Milwaukee CVB table by WCA registration)

### MONDAY

9-26-16

7:00 a.m.-6:30 p.m.  
8:00-8:45 a.m.  
8:45 a.m.-6:00 p.m.  
10:00-11:45 a.m.  
12:00-1:30 p.m.  
1:45-3:00 p.m.

Registration  
WCA Hot Breakfast  
WCA Marketplace Open  
Opening General Assembly  
Exhibitor Luncheon

#### CONCURRENT WORKSHOPS

- Shoreland Zoning Update
- Addressing Homelessness in Wisconsin
- Intersecting State and Local Criminal Justice Coordinating Councils
- Creating a Great Workplace
- What Can Your Regional Planning Commission Do For You?

Break

#### CONCURRENT WORKSHOPS

- Navigating and Communicating Your County's Financial Future
- County Efforts to Address Wisconsin's Heroin Epidemic
- Performance-Based Program Evaluations
- Solutions for Transportation Funding
- The Benefits of Health and Financial Wellness Programs
- Partnering With Your County Constitutional Officer

Exhibitor Reception

WCA "Festival of Food" (food stations)

3:00-3:15 p.m.  
3:15-4:30 p.m.

4:30-6:00 p.m.  
6:00-7:30 p.m.

## TENTATIVE AGENDA

# TUESDAY

9-27-16

7:15 a.m.-1:00 p.m.  
7:30-8:15 a.m.  
8:30-9:45 a.m.

Registration

Wisconsin County Mutual Insurance Corporation Breakfast

### CONCURRENT WORKSHOPS

- *The Water Debate: High Capacity Wells*
- *Management Succession Planning*
- *County Jails and the Mentally Ill*
- *Innovations in Long-Term Care: Why County Ownership Matters in Wisconsin*
- *The Register of Deeds Office: The Cornerstone of the County Economic System*

Break

9:45-10:00 a.m.  
10:00-11:15 a.m.

### CONCURRENT WORKSHOPS

- *Family Care 2.0*
- *What New County Board Members Need to Know*
- *Priority-Based Budgeting*
- *Building a Transportation Infrastructure for Tomorrow's Economy*
- *UW-Extension Reorganization*

11:30 a.m.-12:45 p.m.  
1:00 p.m.

Closing General Assembly (lunch provided)

Conference Concludes



## NEW IN 2016

### NETWORKING SESSION

Sunday, 11:30 a.m.-5:30 p.m.  
Wisconsin Center, Room 103B

If you are looking for something to do after picking up your registration materials, join your colleagues from across the state at the new Networking Session. While there, you can discuss the latest issues impacting counties, watch football, and/or just relax while your county board chair attends the WCA Annual Business Meeting. For your convenience, food and beverages will be available for purchase.

## COUNTY-RELATED MEETINGS

### MONDAY

9-26-16

8:00-9:00 a.m.

**Wisconsin Women in County Government**  
Wisconsin Center, Room 101 AB

8:00-10:00 a.m.

**Wisconsin County Executives & Administrators Association**  
Wisconsin Center, Room 101 CD

8:00 a.m.-4:00 p.m.

**Wisconsin County Clerks Association**  
Wisconsin Center, Room 102 B

### TUESDAY

9-27-16

8:00 a.m.-12:45 p.m.

**Wisconsin County Clerks Association**  
Wisconsin Center, Room 102 B

8:00 a.m.-5:00 p.m.

**Wisconsin Association of County Corporation Counsel (WACCC)**  
Hilton Milwaukee City Center, Wright Ballroom AB

# **AGENDA**

## **Administration & Rules Committee**

**Jefferson County Courthouse  
311 S. Center Avenue  
Jefferson, WI 53549**

Wednesday, September 28, 2016, Room 202, 8:30 a.m.

### **Committee Members**

Amy Rinard, Chair; Jim Braughler, Vice-Chair; Steve Nass, Secretary; Jennifer Hanneman; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of the August 31, 2016 Committee meeting minutes
7. Approval of the September 13, 2016 County Board meeting minutes
8. Communications
9. LEAN Presentations
  - a. Onboarding
  - b. Scanning Closed Files
10. Discussion and possible action on RFP for Facilitator of the Strategic Plan
11. Discussion and possible action on Fair Park Committee structure
12. Discussion and possible action on Intergovernmental Agreement with Dodge County for Economic Development
13. Update on Supervisory District 24
14. Discussion and possible action on Task Force assignments – County Board Committee and work flow process (Braughler, Nass, Frank)
15. Financial Reports (August)
  - a. Clerk of Courts
  - b. Corporation Counsel
  - c. County Administrator
  - d. County Board
  - e. County Clerk
  - f. Register of Deeds
16. County Administrator's monthly report
17. Discussion and possible action on tentative future meeting schedule and agenda items (October 26, 2016)  
All meetings in Room 112 at 8:30 a.m. unless noted
18. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**AGENDA**  
**JEFFERSON COUNTY**  
**CRIMINAL JUSTICE COLLABORATING COUNCIL (CJCC)**

Jefferson County Courthouse – **Room #202**  
311 S. Center Avenue  
Jefferson, WI 53549

***Committee Members***

*Randy Koschnick*  
Circuit Court Judge

*Jim Schroeder*  
County Board Chair

*Susan Happ*  
District Attorney

*Paul Milbrath*  
County Sheriff

*Carla Robinson*  
Clerk of Courts

*John David*  
Mayor – City of Watertown

*Jeffrey De La Rosa*  
Public Defender's Office

*Brian Dykstra*  
Department of Corrections

*Ben Wehmeier*  
County Administrator

*Kathi Cauley*  
Human Services Director

*J. Blair Ward*  
Corporation Counsel

*Lynn Forseth*  
Literacy Council Executive Director

*Dale Lutz*  
Lieutenant - Jefferson Police Dept.

*Barbara LeDuc*  
President/CEO-Opportunities, Inc.

*Michael Wallace*  
President/CEO-Fort Healthcare

**Wednesday, September 28<sup>th</sup>, 2016 at 12:00 noon**

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from August 24, 2016 meeting.
5. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. New Business
  - a) Discussion and possible action related to 2017 DOJ grant application to include review of diversion programs and treatment court options
  - b) Discussion and possible action on the Policy and Procedure Manual for the JCATC
  - c) Discussion and possible action on County matrix for pay structures
  - d) Judges' comments on new ATC Policy and Procedure Manual (Judge Wambach)
  - e) Discussion and possible action on intensive outpatient program.
7. Routine Reports
  - a) Update on monthly jail data
  - b) Update on JCATC outcomes and 2016 year to date (Sara Carpenter)
  - c) Update on SCRAM and Remote Breath
8. Updates on coordination with Recidivism Council and other agencies.
9. Discussion on heroin/opiates.
10. General discussion for long term objectives of the CJCC.
  - Out Brief from Treatment Courts Standards Training
  - Discussion and possible action on Treatment Courts Standard Training Action Plans
  - Discussion and possible action on data gathering on local criminal re-offenders, including criminogenic needs, possibly from jail and/or Probation & Parole
11. Agency updates.
12. Future meeting dates:

October 26, 2016	12:00 noon
December 7, 2016	12:00 noon
13. Future agenda items.
14. Adjourn.

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# Jefferson County Council of Local Government

## Agenda

**\*REVISED 09-28-2016**

**Jefferson County Fair Park**

**Activity Center**

**503 N. Jackson Ave**

**Jefferson, WI 53549**

**September 29, 2016**

**5:30 p.m.**

5:30-6:00 Meet and Greet

1. 6:00 p.m. Call to Order
2. 6:00 p.m. Certification of Compliance with Open Meetings Law
3. 6:05 p.m. Roll Call (attendees please state name and governmental body representing)
4. 6:15 p.m. Reports by County, Municipal, and Town Governments
5. 6:30 p.m. Discussion of Shared Issues (alternate to above)
6. 7:00 p.m. \*Webinar Presentation on Transportation Issues “ **Turnout for Transportation**”
7. 8:00 p.m. Adjourn

**\*A quorum of the Jefferson County Solid Waste, Administration and Rules and Planning and Zoning Committees will be present. There also may be a quorum of any Jefferson County Committee.**

**A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.**

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